KSIS & More

Inside this issue:

DATA QUALITY

Data quality continues to be emphasized at all levels. Issues can prevent records from loading to CIITS and/or included in calculations. Student Records should be validated locally. To assist with this work, KSIS POCs will be sent error listings. Examples include:

⇒ records with invalid DOB

⇒ students older than 30 years old

⇒ records with first_name > 20 characters

⇒ enrollment records with future withdrawal date

KSIS POCs should work with local data stewards to promote data quality and issue resolution.

END-OF-COURSE ASSESSMENTS

For many districts, the time is near for end-of-course (EOC) assessments to be given. As you prepare for these assessments, the following information should be noted:

- ACT, the testing company, requires the Quality Core Student Template to be sent to the company by each district. An EOC Assessments custom report has been created to pull the needed information with the correct codes, (Path: KY State Reports | KDE Reports | EOC Assessments). If the report does not work correctly, please submit a support ticket to Infinite Campus.

- The KSIS team is working with the Kentucky Department of Education's (KDE's) Office of Assessment and Accountability (OAA) to provide a standard way for entering student results on each assessment. These instructions will be provided to the KSIS contacts soon.

- Official scores, including the writing component, also will be pushed out into a new Assessment Template as the scores become available this summer.

For more information about the program, or policy of EOC assessment, contact Jennifer Stafford at jennifer.stafford@education.ky.gov or (502) 564-2256.

KDE CUSTOM REPORT SUPPORT PROCESS

The creation and placement of the KDE-developed custom reports (Path: KY State Reporting | KDE Reports) is a joint effort between KDE and Infinite Campus.

If there are any issues with these custom reports, the following support model should be utilized:

1. Enter an Infinite Campus support ticket to report the issue.

2. Infinite Campus will determine if it is a configuration issue. If so, it will follow the normal support process, and Infinite Campus will work with the district to resolve the issue.

3. If it is determined that the issue is within KDE's responsibility to resolve, Campus support will close the ticket and contact Garnetta Barnette at KDE to make her aware of the issue. She will then work through the issue to reach a resolution.

The KDE custom reports are developed internally and deployed into Infinite Campus District Edition to assist districts with managing their data and data cleaning efforts.

FYI

The IC Android App becomes available in March.

The Apple and Android apps provide parents and students access to grades, attendance and schedule information from virtually anywhere.

SPECIAL EDUCATION END-OF-YEAR (EOY) TRAINING

The dates and locations for EOY training for special education program data have been set.

April 30: Grant Co. Board of Education, 820 Arnie Risen Blvd., Williamstown

May 1: Morehead Convention Center, 111 East First St., Morehead

May 2: Northeast Christian Church, 990 Starshoot Pkwy., Lexington

May 9: WKEC Conference Center, 435 Outlet Ave., Eddyville

May 10: GRREC, 230 Technology Way, Bowling Green

May 24: Garland Administration Bldg., 710 North Main St., London

All trainings will be held 9 a.m. - 3 p.m. local time.

Don't FORGET! Register for your preferred session here.

The following items will be covered during each session:

- Special Education Exiting Report
- Special Education Discipline Reports
- Data Standard updates
- Editor-Based Conference Summaries
- LEAD Waiver Process
- What's Coming in 2012!

TITLE III UPDATE

There has been a change in data requirements for Immigrant and LEP/EL data. In preparation for this change, the district LEP extract has been updated and is available for districts to use in verifying their LEP/EL data. KDE is also providing updated data standards and two different WebEx recordings for data entry and data extract. Resources can be found on the KDE website here.

Data Collection Timeline	Details
May 1 - 31	District data verification and data clean-up window. Run the LEP extract and Immigrant Ad Hoc reports.
June 1	KDE pulls Final LEP and Immigrant data from Infinite Campus State Edition. These data will be used for federal reporting and for district funding calculations.

For assistance with the Title III program data collection and verification process, please e-mail Shelda Hale or Jayne Kraemer or call (502) 564-4970.

TRUANCY

The Day Count KY report is an excellent tool that can be utilized by school district personnel to identify students who are considered truant and take appropriate measures to get them back on track.

Located in Infinite Campus (Path: Attendance | Reports | Day Count KY), this report utilizes Kentucky's attendance calculation to filter totals based on a variety of options for generating the report.

An Attendance Letter Wizard is also available in Infinite Campus and can be used to notify parents/students of truancy problems.

Documentation called Kentucky Attendance Letter Wizard is available in Campus Community. The documentation provides instructions for creating and generating student attendance letters.

An important factor in keeping students engaged in school is to monitor their attendance for truancy problems. KRS 159.150 defines truancy as being absent or tardy from school for three or more days.